

Daventry District Council

Legionella Policy



Created by Business Team
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1. Introduction

1.1. Purpose

The purpose of this document is to describe how Daventry District Council (the Council) will discharge its duties under the Health and Safety at Work etc Act 1974 (HSWA) as it relates to the control of Legionella bacteria.

1.2. Background

The Management of Health and Safety at Work Regulations 1999 (MHSWR) provide a broad framework for controlling health and safety at work and more specifically the Control of Substances Hazardous to Health Regulations 2002 (COSHH) provide a framework of duties designed to assess, prevent or control the risk from bacteria like Legionella and take suitable precautions.

These regulations place a number of duties on employers, or those responsible for premises, with regard to Legionella, specifically,

- To identify and assess sources of risk
- To manage any risks
- To prevent or control any risks
- To keep the correct records
- To carry out any other duties (for example reporting under RIDDOR regulations)

This policy is based upon the HSE publication “Legionnaires’ disease - The control of legionella bacteria in water systems, Approved Code of Practice and guidance” (ACOP) L8 and HSG274 Part 2.

1.3. Scope

This policy applies to the Council’s corporate property and commercial property. As soon as a commercial property is leased, responsibility will pass to the tenant and will be excluded from the scope of this policy. Daventry Leisure Centre and Daventry Sports Park are also outside the scope of this policy whilst they remain leased to a leisure services provider. Additionally, the responsibility for the Community Centres lies with the party in occupation.

1.4. Change History

Title and Version	Date Issued	Status	Changes
Daventry District Council Legionella Policy v1.0	May 2017	Draft	First draft
Daventry District Council Legionella Policy v1.1	October 2017	Approved	Update revisions following review by H&S Manager at DDC.

2. Policy

2.1. General Approach

A risk based approach will be taken to the management of Legionella. Risk assessments will be carried out for all properties within the scope of this policy. Risk assessments will be based upon BS8580:2010 (Water quality. Risk assessments for Legionella control. Code of practice)

There is a chain of events leading to the infection of a human by Legionella spp. which should be considered in any risk assessment process:

- a) contamination;
- b) amplification;
- c) transmission;
- d) exposure;
- e) host susceptibility.

2.2. Corporate Property

Corporate property includes any property that is occupied by the Council for operational purposes. This includes, primarily, Lodge Road offices and the Abbey, but also includes a number of corporate stores.

A risk assessment will be carried out for each of the relevant properties and these will be reviewed and updated, if required, annually. The risk assessment will identify sources of risk and measures required to be put in place to provide reasonable mitigation. These measures will include water system design reviews and testing regimes.

2.3. Commercial Property

A risk assessment will be carried out for each commercial property prior to any new lease or licence being provided. Where appropriate, tests will be carried out to check for the presence of unacceptable levels of Legionella bacteria. A copy of the risk assessment, any test results and HSE guidance will be provided to the incoming tenant as part of the tenant's pack. Upon completion of the lease or licence, the responsibility for Legionella will pass to the tenant.

2.4. Responsibilities

Responsibility for managing this policy rests with the Business Team and responsibilities will be discharged through the Property Services Manager. The Council will ensure that all day to day duties are discharged by a competent person (as defined in ACOP paragraph 40) whether or not directly employed. This role is performed currently by the Facilities Officer with the support of an external consultant (currently Legionella Consultancy Services).

2.5. Policy Review

This policy will be reviewed at least every two years. A review will also be triggered if there are changes to legislation or any problems identified.

2.6. Procedures

The procedures to be followed are attached at Appendix 1.